

PONY

سلسلة كتب الاستاذ

2024

ICT

Information and
Communication
Technology

NOVEMBER
REVISION

4th

Primary
First Term



Lesson 7

» Sources of collecting data:

- ① Books, articles, and magazines "digital or printed"
- ② Surveys and polls
- ③ Experiments "at labs"
- ④ Records "logs and reports"

» Analyzing data:

- The best way to **interpret** a lot of data is to **look for trends** (recurring **patterns**) in the information.
- Microsoft **Excel** is one of the best programs to **analyze** data.

» Graphing data:

- A common graph is a **bar (column)** graph.
- You can draw graphs **on paper** or **on a computer** using software like **Excel**.

Lesson 2

» People can communicate through:

- ① Instant messages
- ② Emails
- ③ Direct messages

» **Personal information:** It includes your **name**, **address**, **school name**, and your **passwords**.

» Be **kind** and **honest** with others.

» If someone is unkind or makes you feel unsafe, **block** that person.

» If you **block someone**, that person **can't see** your posts or contact you.

» Don't click on links that you are unsure of.

» If you view an **inappropriate site**,

- ① Leave the site
- ② Tell your teacher or a family member

» If you **download a file**, you can look at it later without internet access. Why?






» Check the website and the link before you download a file. It may have

a **virus** that damages your device or tracks your information.





- » If you are not sure of the website and link, don't download the file.
- » Don't share your personal data online, to avoid receiving **spam messages**.
- » **Spam messages**: These are unwanted messages to **advertise products**, **gather information from you**, or **may include a virus**.
- » We can detect spam messages if the message (email) includes:
 - 1 Unfamiliar address
 - 2 Unknown links
 - 3 Messages in ALL CAPITAL LETTERS
- » Check your **privacy settings** on social media sites.



Lesson 3

- »  When you **tag** someone, you identify that person in the post.
- » The tag provides a **link** to the person's profile.
- » Before you **tag** someone, you should ask his permission, this shows that you respect their privacy.
- »  It is important to **credit the sources** of information that you share.
- »  **Banned sites** may publish **inaccurate**, **immoral**, and **harmful material**.
 - 1 Don't go on banned sites.
 - 2 Ask your teacher or a family member before you go on a new site.
- »  **The Positive effects of ICT**
 - 1 Reading the updated news
 - 2 Upload and download videos
 - 3 Communication with others
- »  **The Negative effects of ICT**
 - 1 You may come across something online that upsets you.
 - 2 **Eye strain**, **headaches**, or **becoming lazy**
 - 3 Some search results don't always give the right answer.

Lesson 4

- »  Choose browsers that **warn** users before they enter an **unsafe site** or download a **harmful app**.
- »  **If you get a warning message:**
 - 1 Do not proceed.
 - 2 Show a warning message to your teacher or a family member.
- »  Some browsers have search engines set up just for children,
 - 1 They show only **results** that are **age-appropriate**.
 - 2 They also include **a parental control app**.
 - 3 They include helpful **safety tips for children**.
- » There are **child-friendly websites** that include **filters** to avoid inappropriate videos.
- »  **Online videos may be dangerous if:**
 - 1 The site you watch videos on is **unsafe**.
 - 2 The video shows **inappropriate content**.
- » To get a better result, type longer phrases, not just a couple of words.
- » If you are looking for information about **an image**, you can search by **image**.
- » The (+) sign before the word: to include the word.
- » The (-) sign before the word: to **avoid** the word .
- » Putting a phrase inside the quotation marks " ", **narrow** your search to the **exact** result.